

VILLAGE OF
STEGER
BOARD OF TRUSTEES
REGULAR MEETING AGENDA

FEBRUARY 1, 2016

- A. PLEDGE OF ALLEGIANCE
- B. ROLL CALL
- C. AWARDS, HONORS, AND SPECIAL RECOGNITIONS
- D. MINUTES OF PREVIOUS MEETING
- E. AUDIENCE PARTICIPATION
- F. REPORTS
 - 1. Administrator
 - 2. Department Heads
 - a. Public Infrastructure/Code Enforcement Director – Five Year Strategic Plan
 - b. Fire Chief
 - c. Police Chief – Five Year Strategic Plan
 - d. EMA Chief – Five Year Strategic Plan
 - e. Community Center Director
 - f. HR Director
 - g. Housing Director
 - 3. Attorney
 - 4. Treasurer
 - 5. Trustee/Liaison
 - 6. Clerk

The next Village Board meeting will be Tuesday, February 16, 2015
The Village Hall will be closed Monday, February 15th in observance of the Presidents Day
Holiday
 - 7. Mayor's Report
- G. PAYING OF THE BILLS
- H. CORRESPONDENCE

MONDAY, FEBRUARY 1, 2016 BOARD OF TRUSTEE REGULAR MEETING AGENDA

I. OLD BUSINESS:

J. NEW BUSINESS:

ORDINANCE NO. 1116

**AN ORDINANCE AUTHORIZING AND APPROVING
A CERTAIN GRANT OF EASEMENT FOR THE
VILLAGE OF STEGER, ILLINOIS.**

An Intergovernmental Agreement between the Will County Sheriff and the Village of Steger

Request by Police Chief Boehm to hire part time Community Service Officer

Ratification of contract by and between the Village of Steger and FM Entertainment, Inc.

M. ADJOURNMENT

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF STEGER, WILL & COOK
COUNTIES, ILLINOIS

The Board of Trustees convened in regular session at 7:00 P.M. on this 19th day of January, 2016 in the Municipal Building of the Village of Steger with the Village Clerk Carmen S. Recupito, Jr. attending and Mayor Peterson presiding.

The Village Clerk called the roll and the following Trustees were present; Joyce, Perchinski, Sarek, Lopez, Skrezyna and Buxton. Also present were Fire Chief Nowell Fillion, Deputy Fire Chief James Baine, Police Chief Ken Boehm, Director of Public Infrastructure Dave Toepper, EMA Chief Tom Johnston, Community Center Director Diane Rossi, Human Resources Director Mary Jo Seehausen, Housing and Community Development Director Alice Peterson, Village Administrator Mike Tilton and Village Attorney Kurt Asprooth.

AWARDS, HONORS, SPECIAL RECOGNITIONS AND PRESENTATIONS

None

MINUTES

Trustee Lopez made a motion to approve the minutes of the previous Board Meeting, as all members have copies. Trustee Sarek seconded the motion. Voice vote was called; all ayes. Motion carried.

AUDIENCE PARTICIPATION

None

REPORTS

Village Administrator Mike Tilton reported on a TIF area that has been highly successful. Mr. Tilton and Trustee Perchinski will meet with representatives to learn more.

Mr. Tilton has submitted paperwork to Cook County Board member Murphy and hopes to secure funding for repairs to 225th Street where a culvert has collapsed. The funding comes through a 5 Year Plan. Mr. Tilton hopes the funding comes sooner rather than later.

Mr. Tilton reminded the Board that May 4th is IML Lobby Day in Springfield.

Mr. Tilton, Police Chief Boehm and Deputy Police Chief Rossi are participating in a webinar with Police Chiefs regarding data driven decisions.

A conference on Implications of Police and Community Relations and Improvement Act will be attended on January 21st.

Mr. Tilton also explained the EMA Chief Johnston has prepared his 5 Year Plan and should have it for next Board Meeting.

Director of Public Infrastructure Dave Toepper reported on the engineer's estimate on 31st Street water tower inspection. The cost was suggested to be \$500,000. Mr. Toepper will review the estimate with the engineer for cost savings.

Fire Chief Nowell Fillion will be working to improve the Fire Department's ISO rating in the coming weeks. The last ISO rating was 2008 and more information has become available.

Chief Fillion thanked the Department members for volunteering time over the weekend to run air lines throughout the station.

Chief Fillion will prepare a training schedule for the Board soon. CPR will be offered and can include residents.

Police Chief Ken Boehm stated his Department is working on its 5 Year Plan and expects it to be available for review at the next Board Meeting.

Chief Boehm is also working on the Police Department Policy Manual

Sgt. Maria Bautista has graduated from Northwestern's Staff and Command School.

Chief Boehm acknowledged his officers for recent heroin and cannabis arrests.

EMA Chief Tom Johnston reported that the "Severe Weather Spotters" class will be March 17th. Registration information is available at the Village Hall, social media and the Village website.

Chief Johnston stated that the Community Center can be used in the event of power outage and as a warming shelter.

Community Center Director Diane Rossi had no report.

HR Director Mary Jo Seehausen had no report.

Housing and Community Development Director Alice Peterson had no report for the Housing Committee. Mrs. Peterson thanked all those who volunteered to work on the Christmas baskets and the Fire Department for allowing the basket program to work from the fire station. Mayor Peterson thanked her for her efforts.

Village Attorney Kurt Asprooth had no report.

TRUSTEES' REPORTS

Trustee Buxton Treasurer's GBC Report is attached to the official minutes.

Trustee Buxton explained that the Miller Woods/MRWD de annexation process is at the point where an attorney is needed to close out the de annexation. Ideas regarding an attorney are being researched. The next court date is February 19th. Mayor Peterson suggested Mr. Buxton speak with Village Attorney Kurt Asprooth.

Trustee Skrezyna had no report.

Trustee Lopez had no report.

Trustee Sarek reported both Volleyball and Basketball are up and running.

Trustee Perchinski asked Public Infrastructure Director Toepper to add water to ice rink at Hecht Park. Ice was damaged by a car driving over the rink. Mr. Toepper will speak to George about storing a resident's hockey goal net at the park.

Trustee Joyce had no report.

CLERK'S REPORT had no report

PRESIDENT PETERSON the Mayor asked that those having problems due to the extreme cold weather reach out to the Board for assistance.

BILLS

Trustee Skrezyna made a motion to pay the bills as listed. Trustee Perchinski seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Perchinski, Sarek, Lopez, Skrezyna and Buxton. Mayor Peterson voted aye. Motion carried.

CORRESPONDENCE

None

OLD BUSINESS:

None

NEW BUSINESS:

Trustee Perchinski made a motion to adopt ORDINANCE NO.1115 APPROVING A REAL ESTATE CONTRACT TO PURCHASE REAL PROPERTY BY AND BETWEEN BANK OF AMERICA, N.A., OWNER OF RECORD AND THE VILLAGE OF STEGER, COOK AND WILL COUNTIES, ILLINOIS FOR THE FUTURE DEVELOPMENT AND IMPROVEMENT OF VILLAGE INFRASTRUCTURE. Trustee Buxton seconded the motion. Roll was called. The following Trustees voted aye;

Joyce, Perchinski, Sarek, Lopez, Skrezyna and Buxton. Mayor Peterson voted aye. Motion carried.

Trustee Sarek made a motion to table indefinitely the Discussion on the Booster Checks Process. Mr. Sarek and Mr. Tilton will meet with Recreation Chairperson Gerald Stewart next week. Trustee Joyce seconded the motion. Voice vote was called; all ayes. Motion carried.

Trustee Perchinski made a motion to designate the Chicago Southland Convention and Visitors Bureau as the Village of Steger's Convention and Visitors Bureau of record for the marketing and promotion of the tourism industry. Trustee Lopez seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Perchinski, Sarek, Lopez, Skrezyna and Buxton. Mayor Peterson voted aye. Motion carried.

Trustee Perchinski made a motion to approve the Temporary Business License Application of M & S Cellular Inc at 432 W. 34th Street, pending inspections. Trustee Skrezyna seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Perchinski, Sarek, Lopez, Skrezyna and Buxton. Mayor Peterson voted aye. Motion carried.

Trustee Perchinski made a motion to approve the Temporary Business License Application of Jackson Hewitt at 3324 Chicago Road, pending inspections. Trustee Sarek seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Perchinski, Sarek, Lopez, Skrezyna and Buxton. Mayor Peterson voted aye. Motion carried.

Trustee Perchinski made a motion to adjourn to closed session to discuss personnel. 5 ILCS 120/2 (c) (2) Collective bargaining matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, pursuant to Section 2(c)(2) of the Open Meetings Act

5 ILCS 120/2 (c) (1) Appointment, employment, compensation, discipline, performance or dismissal of specific employees, pursuant to Section 2(c)(1) of the Open Meetings Act

Trustee Lopez seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Perchinski, Sarek, Lopez, Skrezyna and Buxton. Mayor Peterson voted aye. Motion carried. **7:18pm**

Administrator Tilton announced that three lighted signs will be constructed on 394.

Trustee Perchinski made a motion to return to Regular Session. Trustee Lopez seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Perchinski, Sarek, Lopez, Skrezyna and Buxton. Mayor Peterson voted aye. Motion carried. **7:51pm**

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There being no further business to discuss, Trustee Perchinski made a motion to adjourn. Trustee Sarek seconded the motion. Voice vote; all ayes. Motion carried.

MEETING ADJOURNED AT 7:52 pm

Kenneth A. Peterson, Jr., Village President

Carmen S. Recupito, Jr., Village Clerk

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
COOK COUNTY TREASURER 2015-4		01-00-31400		MONTHLY SVC	700.50
EXCEL ELECTRIC INC 119215		01-00-31400		STREET LIGHTS MAI	247.92
EXCEL ELECTRIC INC 119216		01-00-31400		STREET LIGHTS	128.17
EXCEL ELECTRIC INC 119257		01-00-31400		STREET LIGHTS MAI	947.04
GUARANTEED TECHNICAL SERV & CONSULT INC 2013092		01-00-32902		VLG ADM LAPTOP	540.00
COM ED 84103 0116		01-00-33102		MONTHLY SERVICE	742.93
COM ED 99093 0116		01-00-33102		MONTHLY SERVICE	6.88
COMED 73007 0116		01-00-33102		MONTHLY SERVICE	476.36
NICOR GAS 30319 6 0116		01-00-33200		MONTHLY SERVICE	130.61
HERITAGE F/S, INC. 67884		01-00-33300		GASOLINE	34.77
CDW GOVERNMENT INC BRJ7463		01-00-33500		STAR PRINTER RIBB	51.82
WALTON OFFICE SUPPLY 293510-0		01-00-33500		OFFICE SUPPLIES	11.52
WALTON OFFICE SUPPLY 293575-0		01-00-33500		OFFICE SUPPLIES	75.82
PROVEN BUSINESS SYSTEMS 287458		01-00-33901		BLACK TONER	10.00
DEL GALDO LAW GROUP LLC 16963 BAL		01-00-34100		LEGAL SERVICE	8.00
DEL GALDO LAW GROUP LLC 17169		01-00-34100		LEGAL SERVICE	7853.67
DEL GALDO LAW GROUP LLC 17170		01-00-34100		LEGAL SERVICE	1232.90
DEL GALDO LAW GROUP LLC 17171		01-00-34100		LEGAL SERVICE	731.25
DEL GALDO LAW GROUP LLC 17273		01-00-34100		LEGAL SERVICES	682.50
DEL GALDO LAW GROUP LLC 17361		01-00-34100		LEGAL SERVICES	10284.10
GIANOPOLUS, DENNIS G. P.C. 16396		01-00-34100		LEGAL SERVICES	4538.55
ABX ENGINEERING PC 100815		01-00-34300		ANALYSIS 2ND FLOO	2400.00
MUNICIPAL CODE CORPORATION 00265441		01-00-38900		ON WEB N.O.W. SER	25.00
OLD PLANK TRAIL COMMUNITY BANK 2016		01-00-38900		SAFE DEPOSIT BOX	100.00
ILLINOIS LINCOLN HIGHWAY COALITION 415		01-00-38901		2016 CERTIFICATIO	195.70
TOTAL FOR FUND 01		DEPT. 00			32156.01
DOERING, LYN 072815		01-02-38900		COURT REPORTER	322.00

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
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TOTAL FOR FUND 01			DEPT. 02		322.00
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WALTON OFFICE SUPPLY					
293510-0		01-07-33500		OFFICE SUPPLIES	132.87

TOTAL FOR FUND 01			DEPT. 07		132.87
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TOTAL FOR FUND 01				32610.88	
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MONARCH AUTO SUPPLY INC					
6981-330227		02-00-31805		VEHICLE MAINT	84.62
R & R MAINTENANCE FIRE & FLEET					
8853		02-00-31805		VEHICLE MAINT	275.00
NICOR GAS					
30319 6 0116		02-00-33200		MONTHLY SERVICE	130.61
HERITAGE F/S, INC.					
67836		02-00-33300		DIESEL	426.79
HERITAGE F/S, INC.					
67884		02-00-33300		GASOLINE	167.19
TROPHIES & AWARDS PLUS					
011916		02-00-33500		ENGRAVE	15.00
WALTON OFFICE SUPPLY					
293515-0		02-00-33500		OFFICE SUPPLIES	139.38
MENARDS - MATTESON					
3370		02-00-33501		PROPANE	99.94
MENARDS - MATTESON					
4066		02-00-33501		SHOP SUPPLIES	112.60
HENRY SCHEIN					
26379265		02-00-33702		AMBULANCE SUPPLIE	143.10
HORIZON MEDICAL PRODUCTS					
6270		02-00-33702		TEST STRIPS	299.40
MW LEASING COMPANY LLC					
L107610		02-00-33900		COPIER LEASE	251.79
METRO PARAMEDIC SERVICES INC.					
020-00134		02-00-34250		PARAMEDIC SERVICE	19753.03
MEDICAL REIMBURSEMENT SERVICES INC					
4024		02-00-34251		COLLECTIONS	84.29
RAGUSIN, TODD					
012616		02-00-37804		TRAINING EQUIPMEN	24.46
PAUL CONWAY SHIELDS					
0377571-IN		02-00-37806		RESCUE EQUIPMENT	542.50

TOTAL FOR FUND 02			DEPT. 00		22549.70
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TOTAL FOR FUND 02				22549.70	
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KIMBREL, TORRI					
21921		03-30-29200		REFUND HALL RENTA	150.00

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT	DIST
CARRIER CORPORATION	9632	03-30-31100		RELOCATE RECEPTAC	250.00	
UNIFIRST CORPORATION	062 0159549	03-30-32900		MAT SVC	45.70	
UNIFIRST CORPORATION	062 0160649	03-30-32900		MAT SVC	46.45	
NICOR GAS	1000 4 0116	03-30-33200		MONTHLY SERVICE	322.66	
PETTY CASH	31249	03-30-33500		MAYTAG LAUNDRY	10.00	
PETTY CASH	012116	03-30-33503.09		AFTER SCHOOL CLUB	69.00	
A T & T	708754-369001	03-30-33700		MONTHLY SVC	16.68	
COMCAST	011716	03-30-33700		MONTHLY FAX SERVIT	70.63	
AMERICAN BACKFLOW PREVENTION INC	47474	03-30-33703		BACKFLOW TEST/CER	700.00	
COMCAST	011716	03-30-33900		INTERNET/CABLE TV	159.70	
TOTAL FOR FUND 03		DEPT. 30			1840.82	
EXCEL ELECTRIC INC	119217	03-31-31300		VETS PARK LIGHTS	120.00	
NICOR GAS	51000 4 0116	03-31-33200		MONTHLY SERVICE	183.91	
STANLEY CONVERGENT SECURITY SOLUTIONS	13113540	03-31-33704		QUARTERLY SERVICE	150.00	
TOTAL FOR FUND 03		DEPT. 31			453.91	
MIKES SPORTING GOODS	AAF006908	03-57-37305		VOLLEYBALL	33.00	
PALOS SPORTS	219171-00	03-57-37305		VOLLEYBALLS	331.54	
TOTAL FOR FUND 03		DEPT. 57			364.54	
TOTAL FOR FUND 03					2659.27	
MERTS HVAC	083190	04-00-31100		REPLACEMENT FLUE	973.00	
JAMES HERR & SONS	98881	04-00-31805		VEHICLE MAINT	40.76	
JAMES HERR & SONS	98887	04-00-31805		VEHICLE MAINT	40.76	
JAMES HERR & SONS	98903	04-00-31805		VEHICLE MAINT	313.81	
SCOTT'S-U-SAVE	382182	04-00-31805		TIRES	315.82	

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
SCOTT'S-U-SAVE	383391	04-00-31805		VEHICLE MAINT	25.00
CDW GOVERNMENT INC	BSX0588	04-00-32902		COMPUTER	111.86
GUARANTEED TECHNICAL SERV & CONSULT INC	2013092	04-00-32902		POLICE IT	1869.60
HERITAGE F/S, INC.	67835	04-00-33300		GASOLINE	2148.16
HERITAGE F/S, INC.	67884	04-00-33300		GASOLINE	1069.46
BOEHM, KEN	123115	04-00-33400		BUSINESS CARDS	37.41
CORE INTEGRATED MARKETING	102187	04-00-33400		PEDESTRIAN STOP D	299.48
WALTON OFFICE SUPPLY	293398-0	04-00-33500		OFFICE SUPPLIES	159.55
WALTON OFFICE SUPPLY	293485-0	04-00-33500		OFFICE SUPPLIES	49.46
WALTON OFFICE SUPPLY	293498-0	04-00-33500		OFFICE SUPPLIES	99.87
WALTON OFFICE SUPPLY	293519-0	04-00-33500		OFFICE SUPPLIES	61.95
WALTON OFFICE SUPPLY	293519-1	04-00-33500		OFFICE SUPPLIES	43.75
WALTON OFFICE SUPPLY	293577-0	04-00-33500		OFFICE SUPPLIES	212.28
A T & T	70875435301	04-00-33700		MONTHLY SERVICE	175.04
A&R SHARED SERVICES CENTER	T1622102	04-00-33701		CABLE INTERNET	5.00
ELMER & SON LOCKSMITHS INC	330851	04-00-33900		DESK & CABINET KE	12.50
PROSHRED SECURITY	100063579	04-00-33900		SHRED SERVICE	45.00
JCM UNIFORMS	705511	04-00-37302		D'ANNA UNIFORMS	69.95
JCM UNIFORMS	710340	04-00-37302		KOZINSKI UNIFORMS	563.24
JCM UNIFORMS	714266	04-00-37302		JOHNSTON UNIFORMS	198.99
JCM UNIFORMS	714358	04-00-37302		FAJMAN UNIFORMS	31.10
JCM UNIFORMS	714360	04-00-37302		D'ANNA UNIFORMS	119.50
JCM UNIFORMS	714777	04-00-37302		FAJMAN UNIFORMS	42.95
JCM UNIFORMS	715334	04-00-37302		J.LANE UNIFORMS	561.60
CDW GOVERNMENT INC	BSJ6773	04-00-37902		HP SLIM SATA 8X	335.55
CDW GOVERNMENT INC	BSN4029	04-00-37902		HP SLIM SATA 8X	223.69
MARLIN BUSINESS BANK	13843412	04-00-37902		TOUGHBOOKS	1034.42
ILLINOIS PROSECUTOR SERVICE LLC	2146	04-00-38500		BOOKS/MANUALS	125.00
TASER TRAINING ACADEMY	TASE31495	04-00-38700		RECERT TASER INST	200.00

SYS DATE:01/29/16

Village of Steger

SYS TIME:10:24

A / P W A R R A N T L I S T

[NW2]

REGISTER # 651

DATE: 01/28/16

Thursday January 28, 2016

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT	DIST
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TASER TRAINING ACADEMY TASE35438		04-00-38700		TASER TRAINING	30.00	
TASER TRAINING ACADEMY TASE35445		04-00-38700		TASER TRAINING	30.00	
TASER TRAINING ACADEMY TASE35449		04-00-38700		TASER TRAINING	30.00	
TASER TRAINING ACADEMY TASE35518		04-00-38700		TASER TRAINING	30.00	
TASER TRAINING ACADEMY TASE35520		04-00-38700		TASER TRAINING	30.00	
TASER TRAINING ACADEMY TASE35664		04-00-38700		TASER TRAINING	30.00	
TASER TRAINING ACADEMY TASE35783		04-00-38700		TASER TRAINING	30.00	
TASER TRAINING ACADEMY TASE35885		04-00-38700		TASER TRAINING	30.00	
TASER TRAINING ACADEMY TASE35921		04-00-38700		TASER TRAINING	30.00	
TASER TRAINING ACADEMY TASE39178		04-00-38700		TASER TRAINING	30.00	
TRI-RIVER POLICE TRAINING REGION 03852		04-00-38700		MEMBERSHIP DUES	600.00	
TRI-RIVER POLICE TRAINING REGION 3857		04-00-38700		DARE TRAINING	750.00	
PATRICK ROSSI 010716		04-00-38840		BOEHM & ROSSI CHI	40.00	
ELMER & SON LOCKSMITHS INC 331130		04-00-38900		KEYS-COLONIES	30.00	
FBI NATIONAL ACADEMY ASSOCIATES, INC 2016		04-00-38901		2016 DUES	95.00	
POLICE CHIEFS OF WILL COUNTY-MCTF ACCNT 2016		04-00-38901		MAJOR CRIMES TASK	1000.00	
SOUTH SUBURBAN ASSOC OF CHIEFS OF POLICE 2016		04-00-38901		BOEHM & ROSSI DUE	100.00	
SOUTH SUBURBAN MAJOR CRIME TASK FORCE 2016		04-00-38901		ANNUAL ASSESSMENT	1000.00	
PROSHRED SECURITY 100068065		04-00-38917		SHRED SERVICE	45.00	
CLAYTON, TRESS 012616		04-00-38960		TOBACCO GRANT	50.00	

TOTAL FOR FUND 04	DEPT. 00	15625.51
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TOTAL FOR FUND 04	15625.51
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GALLAGHER MATERIALS CORP 638073MB		06-00-31204		PATCHING	286.14	
CENTRAL RODDING TOTAL SEWER SERVICE INC 12318		06-00-31504		HYDRO JET	975.00	
EXCEL ELECTRIC INC 119216		06-00-31504		WELL HOUSE PROJEC	120.00	
EXCEL ELECTRIC INC 119217		06-00-31504		WELL HOUSE ELEC.W	803.56	
H.D. SUPPLY WATERWORKS LTD F033498		06-00-31504		MAINT TO MAINS	1813.05	

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
M&J UNDERGROUND, INC M16-0019		06-00-31504.01		HYDRANT REPLACEME	2874.00
C & M PIPE SUPPLY CO., INC co 17195		06-00-31506		HOSE, COUPLING, C	124.00
COMED 76056 0116		06-00-33100		MONTHLY SERVICE	99.97
COMED 67036 0116		06-00-33101		MONTHLY SERVICE	277.30
NICOR GAS 1000 1 0116		06-00-33200		MONTHLY SERVICE	112.97
HERITAGE F/S, INC. 67884		06-00-33300		GASOLINE	478.77
PIONEER OFFICE FORMS INC. 91700		06-00-33400		DOOR HANGER	306.75
LOCIS 37211		06-00-33500		UTILITY BILL PAPE	959.00
ZEE MEDICAL, INC. 0100053335		06-00-33501		MEDICAL KIT	218.70
TYCO INTEGRATED SECURITY 25753998		06-00-33704		QUARTERLY SVC	170.28
UNIFIRST CORPORATION 062 0155320		06-00-33800		UNIFORM SVC	13.50
UNIFIRST CORPORATION 062 0155426		06-00-33800		UNIFORM SVC	46.16
UNIFIRST CORPORATION 062 0158546		06-00-33800		UNIFORM SVC	15.74
UNIFIRST CORPORATION 062 0158652		06-00-33800		UNIFORM SVC	46.16
UNIFIRST CORPORATION 062 0159745		06-00-33800		CREDIT	46.16-
UNIFIRST CORPORATION 062 0160745		06-00-33800		WEEKLY UNIFORM SV	15.74
UNIFIRST CORPORATION 062 0160844		06-00-33800		WEEKLY UNIFORM SV	38.44
AIDE RENTALS & SALES 74677-1		06-00-33901		SCISSOR LIFT ELEC	391.88
HACH COMPANY 9723844		06-00-33907		MONOCHLOR F REGEA	635.17
JULIE, INC 2016-1592		06-00-38902		JULIE SERVICE	356.26
DUNCAN, DALE 2016		06-00-38914		BOOTS REIMBURSEME	50.00
TOTAL FOR FUND 06		DEPT. 00			11182.38
TOTAL FOR FUND 06				11182.38	
EXCEL ELECTRIC INC 119217		07-00-31100		DPW BLDG MAINT	120.00
MURRAY OVERHEAD DOORS 32806		07-00-31100		GARAGE DOOR SERVI	225.50
COMPLETE DIESEL CARE INC 4498		07-00-31805		VEHICLE MAINT	2026.15
COMPLETE DIESEL CARE INC 4553		07-00-31805		VEHICLE MAINT	2081.64

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
MONARCH AUTO SUPPLY INC 6981-330673		07-00-31805		CREDIT	25.17-
MONARCH AUTO SUPPLY INC 6981-331640		07-00-31805		FOG LIGHT BULB	17.30
O'REILLY AUTO PARTS 3414-371611		07-00-31805		VEHICLE MAINT	30.46
O'REILLY AUTO PARTS 3414-371629		07-00-31805		VEHICLE MAINT	8.33
REGIONAL TRUCK EQUIPMENT CO INC. 194154		07-00-31805		VEHICLE MAINT	144.13
REGIONAL TRUCK EQUIPMENT CO INC. 194173		07-00-31805		VEHICLE MAINT	24.72
RUSH TRUCK CENTER-GARY 3001349335		07-00-31805		VEHICLE MAINT	66.84
RUSH TRUCK CENTER-GARY 3001351873		07-00-31805		VEHICLE MAINT	99.40
NICOR GAS 51000 3 0116		07-00-33200		MONTHLY SERVICE	104.43
HERITAGE F/S, INC. 67836		07-00-33300		GASOLINE	238.19
CRETE LUMBER & SUPPLY CO B105021		07-00-33501		LUMBER	20.07
CYLINDER MAINTENANCE AND SUPPLY 4724		07-00-33501		OXYGEN	10.00
FASTENAL COMPANY ILSTE129586		07-00-33501		SHOP SUPPLIES	25.12
UNIFIRST CORPORATION 062 0155320		07-00-33800		UNIFORM SVC	13.50
UNIFIRST CORPORATION 062 0155426		07-00-33800		UNIFORM SVC	46.16
UNIFIRST CORPORATION 062 0158546		07-00-33800		UNIFORM SVC	15.73
UNIFIRST CORPORATION 062 0158652		07-00-33800		UNIFORM SVC	46.16
UNIFIRST CORPORATION 062 0159745		07-00-33800		CREDIT	46.16-
UNIFIRST CORPORATION 062 0160745		07-00-33800		WEEKLY UNIFORM SV	15.73
UNIFIRST CORPORATION 062 0160844		07-00-33800		WEEKLY UNIFORM SV	38.44
ILLINOIS STATE POLICE IL10601		07-00-33900		TREJO TESTING	29.75
AIRGAS USA LLC 9047329014		07-00-37800		TOOLS, WORK EQUIP	27.70
TREJO, LORENZO 012216		07-00-37805		BOOTS REIMBURSEME	34.89
ILLINOIS DEPT OF AGRICULTURE SG0318910000		07-00-38400		APPLICATOR LICENS	20.00
TOTAL FOR FUND 07		DEPT. 00			5459.01
TOTAL FOR FUND 07				5459.01	
BROUILLETTE, BRUCE 21844		13-50-29613		REFUND	150.00

PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
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TOTAL FOR FUND 13		DEPT. 50			150.00
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TOTAL FOR FUND 13				150.00	
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ILLINOIS COUNTIES RISK MANAGMENT TRUST					
DED3189463	15-00-29700			CLAIMS REFUNDS RE	917.37
VISION SERVICE PLAN (IL)					
FEBRUARY 2016	15-00-36901			FEB. 2016 PREMIUM	561.88
HUMANA DENTAL					
181933125	15-00-36903			MONTHLY PREMIUM	2656.29

TOTAL FOR FUND 15		DEPT. 00			4135.54
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TOTAL FOR FUND 15				4135.54	
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CRETE ACE HARDWARE					
127980	16-00-31100			BLDG MAINT	9.49
NAPA AUTO PARTS					
035924	16-00-31805			VEHICLE MAINT	379.00
NAPA AUTO PARTS					
040751	16-00-31805			VEHICLE MAINT	21.67
O'REILLY AUTO PARTS					
3414-372016	16-00-31805			VEHICLE MAINT	31.70
NICOR GAS					
31000 2 0116	16-00-33200			MONTHLY SERVICE	191.31
HERITAGE F/S, INC.					
67884	16-00-33300			GASOLINE	303.00
CYLINDER MAINTENANCE AND SUPPLY					
4683	16-00-33501			ACETYLENE	15.00
COMCAST					
011016	16-00-33700			FAX SVC	61.16
COMCAST					
011016	16-00-33701			CABLE/INTERNET	79.90

TOTAL FOR FUND 16		DEPT. 00			1092.23
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TOTAL FOR FUND 16				1092.23	
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** TOTAL CHECKS TO BE ISSUED				95464.52	
01	CORPORATE			32610.88	
02	FIRE PROTECTION			22549.70	
03	PLAYGROUND/RECREATION			2659.27	
04	POLICE PROTECTION			15625.51	

SYS DATE:01/29/16

Village of Steger

SYS TIME:10:24

A / P W A R R A N T L I S T

[NW2]

REGISTER # 651

DATE: 01/28/16

Thursday January 28, 2016

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PAYABLE TO

INV NO

G/L NUMBER

CHECK DATE

CHECK NO

AMOUNT

DIST

	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	AMOUNT	DIST
06		WATER/SEWER FUND			11182.38	
07		ROAD & BRIDGE			5459.01	
13		BOOSTER CLUB			150.00	
15		LIABILITY INSURANCE FUND			4135.54	
16		H.S.E.M.			1092.23	

TOTAL FOR REGULAR CHECKS:

95,464.52

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A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)
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PAYABLE TO REG NO CHECK DATE CHECK NO AMOUNT
INV NO G/L NUMBER DESCRIPTION DIST

TOTAL FOR FUND 03 1617.94

COMCAST BUSINESS 17 01/27/16 EFT82
40257790 04-00-33700 OCTOBER 1 2015 433.11
40257790 04-00-33700 OCTOBER 1 2015 433.11
40257790 04-00-33700 OCTOBER 1 2015 434.19
OLD PLANK TRAIL COMMUNITY B 16 01/20/16 EFT81
2358 #15 04-00-40000 DEBT SERVICE EXPE 601.54
2358 #15 04-00-41000 DEBT SERVICE EXPE 61.96

TOTAL FOR FUND 04 DEPT. 00 1963.91

TOTAL FOR FUND 04 1963.91

COMCAST BUSINESS 17 01/27/16 EFT82
40257790 06-00-33700 OCTOBER 1 2015 166.06
40257790 06-00-33700 OCTOBER 1 2015 166.06
40257790 06-00-33700 OCTOBER 1 2015 166.42

TOTAL FOR FUND 06 DEPT. 00 498.54

TOTAL FOR FUND 06 498.54

I.M.R.F. 15 01/07/16 EFT80
DECEMBER 2015 10-00-39300 95.00

TOTAL FOR FUND 10 DEPT. 00 95.00

TOTAL FOR FUND 10 95.00

COMCAST BUSINESS 17 01/27/16 EFT82
40257790 16-00-33700 OCTOBER 1 2015 119.11
40257790 16-00-33700 OCTOBER 1 2015 119.11
40257790 16-00-33700 OCTOBER 1 2015 119.45

SYS DATE:01/29/16

Village of Steger

SYS TIME:10:24

A / P W A R R A N T L I S T

[NW2]

DATE: 01/28/16

Thursday January 28, 2016

PAGE 12

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A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

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PAYABLE TO	REG NO	CHECK DATE	CHECK NO	AMOUNT
INV NO	G/L NUMBER	DESCRIPTION	DIST	

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TOTAL FOR FUND 16	DEPT. 00			357.67
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TOTAL FOR FUND 16			357.67	
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** TOTAL MANUAL CHECKS LISTED			6586.48	
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** TOTAL OF ALL LISTED CHECKS			102051.00	
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Village of Steger

5 Year Capitol Improvement Plan

Public Infrastructure

2016

Public Works

Union Ave & Kings Rd	250,000
1.2m project funded by IDOT, Steger responsible for 20%	
Miller Woods	
Streets, roadside ditches and drainage improvement study	20,000
Retention Ponds and Storm Sewer Assessment	15,000
Veterans Park	
Improve drainage	15,000
Replace 2004 DPW 250	30,000

Water Department

Finish Valve Evaluation report	10,000
*based on report make schedule to repair non-working	
Add 2 scales to complete SCADA system	10,000
Evaluate water mains for lining/replacement	TBD
Replace Case Backhoe	75,000
Develop long term water main improvement plan	

2017

Public Works

Miller Woods	150,000
Roads to be evaluated	
Road Ditch and drainage improvement	75,000
CBDG	400,000
Funding to be applied for through Cook County	
Retention Ponds and Storm Sewer Improvements	100,000
*improvements based on report recommendations	
Replace 1992 Dump Truck and Snow Plow	125,000

Water Department

Rebuild Water Tower at 44E 31st	500,000
Line/replace water mains	200,000

Building Dept.

Replace 2007 Explorer	25,000
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2018

Public Works

Miller Woods	150,000
Roads to be evaluated	
CBDG	400,000
Funds to be applied for	
Retention Ponds and Storm Sewer Improvements	100,000
*improvements based on report recommendations	

Water Department

Line/replace water mains	200,000
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2019

Public Works

Miller Woods		150,000
	Roads to be evaluated	
CBDG	Funds to be applied for	
Retention Ponds and Storm Sewer Improvements		100,000
	*improvements based on report recommendations	

Water Department

Line/replace water mains		200,000
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2020

Public Works

Miller Woods		150,000
	Roads to be evaluated	
CBDG	Funds to be applied for	
Retention Ponds and Storm Sewer Improvements		100,000
	*improvements based on report recommendations	
Replace 2003 GMC Dump truck and snowplow		140,000

Water Department

Line/replace water mains		200,000
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VILLAGE OF STEGER
EMERGENCY MANAGEMENT AGENCY

Chief Thomas Johnston
3035 Lewis Ave. Steger, IL 60475
Office: (708)709-0110
Cell (708)359-8028
tjohnston@villageofsteger.org



5 Year Strategic Plan

2016-2021

Introduction

I am pleased to have served with Steger E.M.A. for almost 14 years now, and 2015 has been our most productive year yet. As a department, we have overcome many obstacles to bring the department into the now with equipment, technology, and training. Now pressing on, all departments must work together to make one well trained and oriented group. Fortunately, the Village has not had any disasters on the scale of Coal City or the recent flooding in the south. Assisting these communities I have noticed one thing: Emergency departments that do not work together and plan together, fail together! It is essential that Police, Fire, and E.M.A. train and plan together on mitigation of all types of emergencies and disasters. Together we must recognize hazards and address them. Educating the public in preparedness for these situations will, in fact, save lives and help us in our response and recovery operations.

Moving forward, I have addressed the future needs and goals of the Steger Emergency Management Department.

Chief Thomas P. Johnston

Planning

Steger E.M.A. services an area of 4.4 square miles with a population of approximately 10,000. There are approximately 3700 households, 150 businesses, 12 churches, 1 large apartment complex, and 3 small complexes, two of which are senior housing. The railroad runs through the downtown area at a fluctuating rate.

The Demands of the department will increase as the community grows. This will impact personnel, equipment and equipment upkeep, and time management.

Year to date, our calls for service, both local and mutual aid, have increased by 70% since 2014.

The Emergency Operations Plan (EOP) has been stalled due to county activity of an interoperation plan where all cities will “fill in the blanks.” In essence, all communities will have the same plan just with a few changes due to location, department capabilities, and staff. I will be turning in a completed EOP for the Department heads and board to follow until the County can finish theirs.

Staffing

We currently have 6 paid on call members and two salary officers, a Chief and Deputy Chief. We average 3 members on patrol Friday – Saturdays. Call response varies from light during daytime hours to full response in evening and overnight hours. Event attendance varies on day and time of event but is usually met with a 90% response.

Goal 2016

- To raise P.O.C. membership to 10, look into alternate recruiting methods and community outreach.
- Streamline hiring process

FY 2016-2021

- Determine an appropriate P.O.C. retention program
- Adjust maximum personnel needed as demanded by increased call volume and needs of the village.
- Facilitate a training guide and program as well as refresher courses

Hazard Mitigation

The Goal of Hazard Mitigation is to identify current Hazards and risks and incorporate an action plan into the Emergency operations guide. Depending on the Hazard will determine which response is necessary. For instance, a train chemical spill would be a Fire command with Police and E.M.A as a secondary. An active shooter situation would be a Police command with Fire and E.M.A. as secondary support. A Large scale disaster, such as a tornado, would be an E.M.A command with Fire and Police as support.

New Hazards will be added to the EOP by the E.M.A. director and the head of which department response is required, and then be forwarded to the Board for amendment.

The Hazard portion must be under constant review and as new hazards arise adequate training must be provided to handle these new threats to the community.

Public Education

Goal 2016:

- Publish seasonal E.M.A. Awareness press release as provided by the Illinois Emergency Management Agency.
- Handout Press release and other prevention and preparedness documents through the schools.
- Have community preparedness and awareness classes. Weather spotter class in March!
- Attend Open houses and Safety functions to raise awareness.

FY 2016-2017

- Offer more public training such as CERT, weather spotting, and shelter management. This will provide a group of volunteers to assist in major crises.
- Develop ads for Social Media and internet.
- Handout Press release and other prevention and preparedness documents through the schools.

Y 2017-2021

- Have an annual schedule of public awareness campaigns.
Changing major focus quarterly.
- Offer more public training such as CERT, weather spotting, and shelter management. This will provide a group of volunteers to assist in major crises.
- Develop ads for Social Media and internet.
- Handout Press release and other prevention and preparedness documents through the schools

Emergency Management P.O.C. Recruitment

Goal: To employ and retain a committed and diverse employee group for the department in a continuing effort to provide support to our Emergency Departments, community and secure the organization for the future.

We look for team players who can think clearly under stressful situations with love for the community and willingness to serve that community in anyway asked.

The process of selection includes interviews, background checks, and pre-employment drug screen.

Applicants are required to reside in Steger, South Chicago Heights, Miller Woods, or Steger Estates. They must have a clear background free of felonies and certain misdemeanors and a valid Driver's license. As well as pass a pre-employment drug screen.

Maintaining strong recruitment must be a continuous effort.

Training

Goal: To seek out training that will make our members excel at all aspects of Emergency Management.

- Key programs that will be developed /or continued.
- New member Field training
- Equipment operations
- Emergency operating center/mobile EOC
- Emergency driving
- Traffic control
- Ground Search and rescue
- Hazardous material training
- All available pipeline training
- All available railroad training
- Nims
- Incident safety
- CPR/Defib
- Blood borne pathogens
- Emergency response to terrorist bombings/Active shooter
- Handcuffing /subject control/pepper spray/ baton
- First aid
- Shelter Management
- Landing zone management

- Radio Dispatching
- Disaster table top exercise

Training will change/increase as required. All training classes hosted by Steger E.M.A. will invite all other applicable departments/officials first, then any Mutual aid partners.

Response/Current Vehicles and equipment

Goal: to continue to maintain and improve the department's response times, to bring appropriate equipment to fit the needs of the emergency type.

Current vehicle roster

750 2006 Ford Explorer 4x4 (traffic/patrol)

751 2007 Ford Crown Victoria Rear wheel drive (traffic/patrol)

756 2004 Chevy Impala Front wheel drive (traffic/patrol)

757 2005 Chevy 3500 truck with cargo body 4x4. Is equipped with 20 barricades 60 + cones and various tools for traffic control.

(Traffic/patrol)

755 2014 Ford 250 with cargo body. Equipped with 2 1000 watt metal halide lights on two towers, one extending to 12 feet and the other at 8 feet. One mounted Generac 8000 watt generator. Approximately 2,000 feet of power cord of various gauges. 6 LED work lights for interior/exterior illumination as well and various tools to assist Police and Fire as well as a 50 gallon unleaded reserve fuel tank with pump.

(Lighting/traffic)

752 1994 E-350 incident Command bus. Contains one mounted 6000 watt generator. 6 vhf/uhf radios 1 1000 watt amplifier. Maps table tops and other various utilities for incident command.

Light plant #1 circa 1950 25 KW generator with 4 1000 watt metal halide lights mounted atop a 60ft pneumatic tower, 4 120v receptacles and one 220v receptacle.

Vehicle/equipment replacement schedule

FY 2016-2017

- Acquire a “new” used 4x4 to bring fleet back to maximum vehicles for response.

FY 2017-2018

- Acquire 4x4 vehicle to replace 756
- Replace LP#1 with quieter more efficient model

FY 2018-2019

- Acquire 4x4 vehicle to replace 751

FY 2019-2020

- Acquire 4x4 vehicle to replace 750

FY 2020-2021

- Acquire 4x4 vehicle to replace 757

Equipment

FY 2016-2021

- Replace traffic control equipment i.e. cones, barricades, and wands. Uniforms, reflective vests, Kevlar vests, small generators, and radios as needed.

Facilities

Goal: To maintain and expand our current facility to undertake all responsibilities and adhere to the guidelines of an EOC as set forth by the Federal Emergency Management Agency (FEMA)

Types of situations that may require EOC or mobile EOC activation include but are not limited to:

- Preparation for or result of severe storms
- Plane crash incidents
- Civil disturbances
- Acts of terrorism
- Shelter operations
- Major public events
- Situations which result in mass casualties, significant numbers of homeless citizens, or fires of conflagration proportions
- Major transportation or industrial incidents
- Major structural collapse situations
- Any situation requiring significant or extensive warning to the public
- Serious and/or long term hazardous material incidents

FY 2016-2017

- Replace faulty gutters and address drainage issue and current undermining of foundation due to storm water drainage.
- To upgrade safety of garage doors to OSHA requirements.

FY 2017-2018

- Secure funds to add an addition to building to secure office space and Isolated Radio communication center, as well as a conference/training room and environmental control for EOC to better comply with FEMA regulations.
- Replace rusting and damaged outside face panels on existing building

FY 2018-2019

- Replace roof panels.
- Replace worn out or deteriorating insulation.
- Replace antenna pole if needed

Conclusion

The members of Steger E.M.A. will focus on the implementation of the five year plan. We will undertake steps to evaluate the village and community needs and resources. Our members will continue to search for alternate funding for expansion of all aspects of the department, such as grants, fundraising, and donations.

Respectfully submitted by,

Thomas P. Johnston
E.M.A. Chief

Jason Stevenson
E.M.A Deputy Chief

Village of Steger Police Department

FIVE – YEAR STRATEGIC PLAN

FY 2016 - FY 2021



Steger Police Department

3322 Emerald Ave.

Steger, IL. 60475

(708)755-0223

www.villageofsteger.org

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MESSAGE FROM THE CHIEF

I am proud to present the Steger Police Department's five year strategic plan. This document reflects a wide variety of concepts, as it relates to best practices and innovative solutions all the while being fiscally responsible.

As Chief it is my commitment to the citizens of Steger to provide leadership and a strategic plan to ensure the members of the Steger Police Department are in the best possible position to provide professional police services to the citizens with whom we serve and protect.



The men and women of the Steger Police Department are proud to serve the citizens of Steger with the best possible professional law enforcement services. As a department we will continue to build on our past accomplishments and continue to look for ways to always improve our services

with a vision to become a leader in the south suburban area. We hope that the citizens are also proud of their police department and will support our mission to improve the quality of life for all.

Two of the primary themes of this plan are partnerships and collaboration. As an organization we are aware that improving the quality of life within our community will need to be a collective effort and one which we will continue to support and strive for success.

This strategic plan is a flexible document that will serve as a guide for our future goals. As we implement this plan, we will be continuously measuring our progress and evaluating outcomes to ensure we are meeting our goals.

Sincerely,

Ken Boehm,

Chief of Police

MISSION, VISION, VALUES, and LEADERSHIP STATEMENT

Mission Statement; We, the members of the Steger Police Department, are committed to excellence in law enforcement and are dedicated to the people, traditions and diversity of our village. In order to protect life and property, prevent crime and reduce the fear of crime, we will provide service with understanding, response with compassion, performance with integrity and professional law enforcement with vision.

Vision Statement; In the future we will provide progress toward our department's mission by forming a partnership with our community. We will strive for a public perception that views police as trusted leaders in the community.

Value Statement; Central to the mission is the values that guide our work. Our decisions will help us to contribute to the quality of life in the Village of Steger. Our values and integrity are qualities of worth and as such they are nonnegotiable. The men and women of the Steger Police Department value:

Service; We recognize customer service is our highest priority. We are committed to providing caring, competent, and professional police service.

Teamwork; We sustain an environment which respects individual opinion while building consensus to a common goal.

Ethics; We acknowledge we must be examples of the highest order regarding integrity and moral character.

Growth; We support, promote, and enhance the personal and professional development of our law enforcement officers.

Excellence; We meet challenges and adversity with perseverance to attain individual and organizational goals.

Respect; We respect ourselves, our peers, those we serve, and the sanctity of the laws we enforce.

Leadership statement; As a leader, I expect myself, my command staff and every person to be highly competent, professional and ethical, to generate a sense of pride in the department and treat everyone with respect and dignity. Furthermore, I expect all individuals to be devoted to the organization and to development of teamwork, problem solving and innovation for the betterment of the entire organization and the community we serve.

INTRODUCTION

The Steger Police Department is a progressive law enforcement agency that continually seeks to meet the challenges of serving and protecting the residents and visitors of this proud community. To help meet those challenges in an effective and efficient manner, the Department will begin the practice of a philosophy of proactive strategic planning.

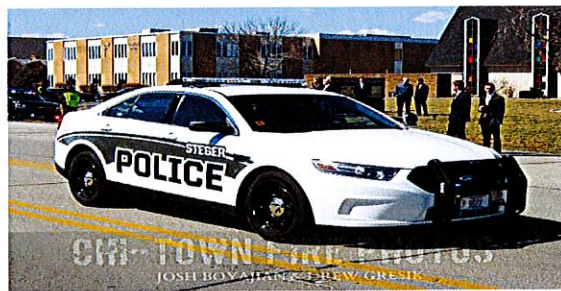
Simply put, strategic planning is a process in which an organization addresses four basic questions;

1. Where are we now? (What are our Strengths – Weaknesses – Opportunities and Threats)
2. Where do we want to be? (1 year, 3 years, and 5 years from now)
3. How will we get there? (What are our goals and strategies to achieve those goals)
4. How will we know when we get there? (What performance measures are in place to measure our progress and outcomes)

Strategic planning helps an organization align its goals, directed outcomes, and key success indicators, while at the same time serves as a reference point for the budgetary prioritization of mission critical initiatives.

This plan is designed to support the Village of Steger’s overall strategic plan. Careful effort has been taken to align the Department’s plan with that of the Village. This plan is not intended to be ignored upon acceptance of the fiscal budget, but rather intended to serve as a on-going operational guide that is updated as necessary to reflect the ever changing environments in which the department must operate.

The members of the Steger Police Department are committed to improving the quality of life for everyone in our community.



WHERE WE ARE TODAY

The Steger Police Department is a full service public safety agency committed to providing a wide range of police services to our community. These services include uniform patrol operations, traffic safety programs, criminal investigations, crime prevention programs, D.A.R.E. and collaborative partnerships with numerous service related stakeholders within the Village.

Organizational Structure

The organization is divided into the following basic components, which include;

- **Chief of Police** - Oversees, supervises, plans, manages, organizes, and directs all operations and functions of the Police Department.
- **Deputy Chief of Police** - Assists the Chief with the day to day operations of the department, manages training and equipment needs. Supervises the Patrol Operations, Criminal Investigations and Records Units.
- **Patrol Operations Unit** – Best known as uniform patrol, providing 24/7 emergency and non-emergency law enforcement services. In addition provides traffic enforcement and crash investigation along with crime prevention programs.
- **Criminal Investigations Unit**- Conducts follow-up investigations of violent and property related crimes. Collects preserves and submits evidence for scientific analysis. The Department is an active member of the South Suburban Major Crimes Task Force and the South Suburban Emergency Response Team, both of which are composed of specially trained members and sophisticated equipment designed respond to a major crime or need for special tactics, (SWAT). In addition we value our partnerships with Federal and State Law Enforcement Agencies. i.e. State Police, F.B.I., D.E.A. and A.T.F. The Unit is also responsible for the investigation of criminal activities related to narcotics and vice crimes along with gang intelligence.
- **Records** - Processes and maintains the daily reporting and citations issued, manages information requests and office supplies. Provides statistical information internally, to the State and Federal Governments and manages the Administrative Hearing process.

Community Policing

The Steger Police Department is committed to the philosophy of community policing as the fundamental manner in which police services are delivered. The term “community policing” refers to both an organizational philosophy and a department wide operation strategy which promotes a new and dynamic partnership between the residents and the police. The premise is for both the community and the police to work together to identify, prioritize, and solve contemporary problems such as crime, the fear of crime. Social and physical disorder and general neighborhood decay, with the goal of improving the overall quality of life within the community.

WHERE WE ARE TODAY, (CONT'D)

General Policies

The Steger Police Department is currently working hard to produce a new Department Policy Manual, by thoroughly researching and updating all organizational general orders and procedures. Through the use of a nationally recognized risk management company, these new policies for the department will be comprehensive and legally defensible by Federal and State Statues, and nationally recognized “best practices” in addition daily training plans will be reviewed by all members to help maintain proficiency levels and compliance.

Fiscal Management

Recent economical challenges have been experienced within the Department, staffing levels and operational funding reductions have been realized. Steger has historically been below full time law enforcement employee averages, based upon a staffing ratio system that accounts for the number of full time officers per 1,000 residents. As of the most recent statistical data manpower levels are at 1.35 versus the State average of 2.23 full time officers per 1,000 residents. (Read more: <http://www.city-data.com/city/Steger-Illinois.html#ixzz3wOogDDq9>)

Current staffing levels today include;

- 15 Full time Police Officers; (Chief, Deputy Chief, 3 Sergeants, 10 Patrol Officers).
- 5 Part time Police Officers; (mostly sporadic hours worked)
- 1 Full time Records Clerk position
- 1 Part time Records Clerk position

The department is in the process of conducting a manpower and work load analysis to include a survey of comparable neighboring communities to use as a base line and identify any potential manpower needs. Based upon the standard staff ratio system in order to meet State averages the Department would need to hire 7 new full time police officers to reach 2.20 full time officers per 1,000 residents. (Or a sufficient combination of full time and active part time police officers)

Population Trends

The Population of the Village of Steger has decreased slightly according to current census data, **Population in 2013:** 9,565 (100% urban, 0% rural). **Population change since 2000:** -1.2% Read more: <http://www.city-data.com/city/Steger-Illinois.html#ixzz3wOv3TKEh>

WHERE WE ARE TODAY, (CONT'D)

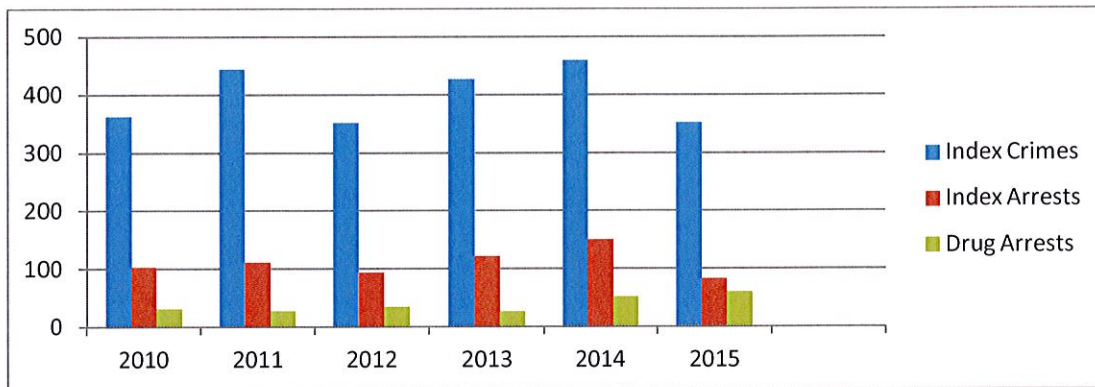
Workload Trends

Total Police Department calls for service, as measured by the total number of event numbers automatically assigned by EastCom’s computer aided dispatch system, (CAD). The Steger Police Department consolidated with EastCom in mid 2014 for all dispatching services, years previous was conducted in-house. CAD data from those previous years is not available. Since consolidating with EastCom, Steger Police Officers have handled 30,247 incidents. In 2015 alone 17,291 incidents were recorded. We project a very modest increase in calls for service over the next five years based on foreseeable trends.

Crime Trends

Though contemporary policing encompasses much more than crime fighting, the public views the basic mission of the police department to keep the community safe from crime.

The graph below reflects Index Offense as reported to the Illinois State Police, Uniformed Crime Reporting Program which indicates an annual average of 399.1 since 2010.



Note: A U.S. average index crime rate per 100,000 populations is 294.7, according to City-data.com crime index.

Traffic Crash Trends

Each year the number of persons injured or killed in traffic crashes exceeds the total number killed or injured during felonious assaults. Additionally total property loss from crashes exceeds the total dollar amount taken during thefts. Promoting traffic safety through engineering and enforcement is a critical aspect of the police department’s mission.

The last five years shows an increase in the total number of motor vehicle crashes in the Village of Steger. The number of crashes increased from 168 in 2010 to 233 in 2015 or an average of 173.5 per year during that time span.

WHERE WE ARE TODAY, (CONT'D)

Criminal Activity

- Steger like many other communities has gang activity, which directly correlates to an increase in criminal activity. A short term intervention for these types of criminal activities involves increased police presence and enforcement, which takes away from other daily policing activities. The formation of a specialized Gang Unit or Task Force in conjunction with neighboring communities would help gather intelligence and zero tolerance enforcement approach to suppress gang activities.
- Cyber crimes are continuously on an increase, due to the increasingly cyber world that we live in. The use of digital technology to facilitate criminal activity from computers to cell phones is increasing. Identity Theft leads the pack and is difficult to investigate due to the global economy. In addition the use of the web, emails, texts, etc. are increasingly being identified in many other crimes thus officers find themselves having to seize digital evidence. This type of evidence requires specific training in how to properly retrieve and analyze data stored in digital formats.
- Investigations into illegal narcotic substances generally include traditional drugs such as marijuana, cocaine, heroin and methamphetamines. Today addiction to prescription drugs such as pain killers has also become a significant problem. Patrol officer's abilities to investigate these types of crimes in very limited. This type of investigation requires specially trained officers generally operating in an undercover or covert capacity. Similar to the gang enforcement issue benefits would be gained through partnership with a regionalized task force or development of a special unit.



FUTURE ISSUES OF TOMORROW

Technology

Social media like Face book, Twitter, Smart Phones and the internet in general all present the department with challenges and opportunities.

The challenges include increased computer related crimes as well as instant communications that can spread information, (not necessarily accurate information) to large audiences in a very short amount of time. Staff is experiencing more time being spent attempting to clarify inaccurate information.

The opportunities focus primarily on how to use social media in an advantageous way that actually benefits the community and the department.

Succession Planning

Between 2016 and 2021 undoubtedly the department will face retirements and/or vacancies that will need to be filled. The department will be challenged to continue to identify and promote qualified individuals that are capable of not only the immediate positions but also are capable of fulfilling higher positions of responsibility. Retention of officers is a key factor, through training and professional growth opportunities. Having current leaders within the organization being mindful to challenge and teach those subordinates who are willing to learn and accept higher responsibilities, and cross training of job descriptions helps promote better succession.

Economic Recession and Loss of Positions

The Recession of 2008 is unlike any of those preceding it. Recovery has been slower than expected and over a much longer period of time. Many jobs lost during the recession will never come back. Public sector recovery will predictably lag behind private sector. There is no belief that the revenues realized by public sector agencies previous to the recession will ever return. The philosophy of having to do more with less will last well into the foreseeable future.

The police department like many others lost positions directly related to the lost revenues from the recession. Over this period three (3) full time and eight (8) part-time police officer positions and one (1) full time civilian position were eliminated and haven't been replaced to date. However the community demands, calls for service and workloads have not diminished. New legislation and unfunded mandates also continues to put further demands on the department. In totality the department staffing has been forced to do more with less, some programs, specialized positions and training have suffered along with manpower scheduling shortages thus overtime costs have increased as a result.

LONG – TERM STRATEGIC GOALS

STRATEGIC GOALS

CRIME – first and foremost, the public expects their police department to promote community safety by reducing crime. People want to feel safe and reduce the chance they will become a victim of a crime.

TRAFFIC SAFETY – studies consistently show more people are injured and killed in traffic crashes than all homicides and assaults in our community. Property damage and resulting costs from traffic crashes exceed the total value of stolen property. The community expects their police department to promote safe roadways for vehicles, bicycles, and pedestrians.

ETHICS AND EXCELLENCE – the public invests one of two key resources in their police department when they grant police officers with the authority to make arrests and use force. Such authority demands the highest ethical standards and stringent adherence to ethical behavior, not just with police officers but all village employees.

FISCAL RESPONSIBILITY – the second key resource invested by the public is municipal tax dollars paid in addition to state and county taxes for the expressed purpose of providing additional police services above and beyond that afforded by the state and county agencies. As such, the village and the police department has a responsibility to use those tax dollars in a prudent manner to deliver exceptional service that consistently meets and exceeds the public expectations.

PARTNERSHIPS – providing a safe community is not a responsibility limited to the police department. Other governmental agencies, various service providers, and the public themselves share in this responsibility. Therefore, a key strategic practice for the police department is to work in a collaborative manner with partners throughout the community with a shared commitment to address conditions that give rise to crime, disorder, and unsafe roadways.



LONG – TERM STRATEGIC GOALS and OBJECTIVES

Goal 1: Crime

Goal 1.1 Reduce crime, the root causes of crime, and the fear of crime to enhance the quality of life in our community.

Goal 1.2 Reduce violent crimes, particularly Index Offenses.

Objective 1.1 Utilize a comprehensive community policing approach to engage residents, businesses, and relevant stakeholders in a wide variety of crime prevention strategies to prevent crime from occurring.

Objective 1.2 Conduct weekly crime reviews to identify emerging crime patterns and trends.

Objective 1.3 Deploy available resources and design problem-specific strategies in hot spot areas where crime patterns and trends are evident.

Objective 1.4 Provide training and analytical crime information to patrol officers, to apply while on patrol.

Objective 1.5 Expand directed investigative activities to reduce gang and drug activities throughout the community.

Objective 1.6 Expand initiatives to report criminal activities confidentially throughout the community.

Objective 1.7 Improve the quality of all criminal investigations through a constant process improvement approach and available resources.

Objective 1.8 Improve police visibility within the community.

Goal 1 Key Performance Measure Tools

- Uniform Crime Reports (UCR) Index Offenses
- Gang and Drug Data
- Arrest statistics
- UCR clearance rates

LONG – TERM STRATEGIC GOALS and OBJECTIVES

Goal 2: Traffic Safety

Goal 2.1 Reduce the number of traffic crashes.

Goal 2.2 Increase traffic safety and awareness.

Objective 2.1 Participate in department-wide traffic enforcement efforts to promote overall traffic safety and crime reduction.

Objective 2.2 Identify high-crash locations and engage in specific engineering, educational, and enforcement initiatives.

Objective 2.3 Participate in statewide enforcement efforts, such as Click It or Ticket and/or Impaired Driver programs, and department-sponsored enforcement initiatives, such as saturation patrols or check points.

Objective 2.4 Participate in annual Law Enforcement Traffic Safety Challenges.

Objective 2.5 Continued participation in the Complete Streets Program.

Objective 2.6 Expand Traffic Safety training for all patrol officers.

Goal 2 Key Performance Measure Tools

- Traffic crashes
- Number of traffic citations issued
- Monies received from State Grants



LONG – TERM STRATEGIC GOALS and OBJECTIVES

Goal 3: Ethics and Excellence

Goal 3.1 Promote ethical behavior amongst all employees.

Goal 3.2 Promote excellence as the only acceptable standard or performance.

Objective 3.1 Increase citizen satisfaction with police services, as measured through various customer service surveys.

Objective 3.2 Conduct annual ethics training for all employees.

Objective 3.3 Ongoing efforts to modernize and implement policies that are also endorsed by Federal and State laws, and acceptable by national standards of policing.

Objective 3.4 Work towards obtaining Illinois Law Enforcement Accreditation.

Objective 3.5 Implement a process for internal review of performance management to ensure highest possible level of quality service.

Objective 3.6 Reward employee excellences through a Department Awards Program

Objective 3.7 Ensure all investigations into citizen complaints are conducted in an unbiased, objective, and transparent manner.

Goal 3 Key Performance Measure Tools

- Citizen ratings in customer service surveys
- Number of complaints filed and letters of appreciation received
- Compliance with all applicable standards
- Completion of quality service performance reviews
- Maintain average response times that meet or exceed established service performance benchmarks

LONG – TERM STRATEGIC GOALS and OBJECTIVES

Goal 4: Fiscal Responsibility

Goal 4.1 Promote prudent fiscal operations to produce cost effective police services for the community.

Objective 4.1 Promote outcome based budgeting that holds the department accountable for overall performance outcomes.

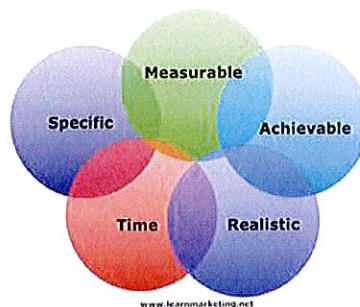
Objective 4.2 Conduct annual workload assessment and personnel deployment strategies to ensure cost effectiveness.

Objective 4.3 Promote system efficiency reviews to develop process improvements.

Objective 4.4 Continually seek alternative funding sources through grants and collaborative partnerships.

Goal 4 Key Performance Measure Tools

- Completion of annual workload assessments
- Completion of systems efficiency reviews
- Measure total amount of annual grant funding
- Measure total amount of collaborative partnerships



LONG – TERM STRATEGIC GOALS and OBJECTIVES

Goal 5: Partnerships

Goal 5.1 Promote collaborative partnerships as the most effective and efficient manner to maintain order and improve the community’s quality of life.

Objective 5.1 Improve the quality and quantity of collaborative partnerships to reduce crime, improve traffic safety, maintain order, and establish a high quality of life for the community.

Objective 5.2 Maintain a collaborative partnership with neighborhood associations and relevant stakeholders.

Objective 5.3 Promote a spirit of selfless volunteerism amongst employees to give back to the community.

Objective 5.4 Foster an environment that recognizes and values every member’s contributions to achieving our mission.

Objective 5.5 Expand the involvement of citizen volunteers in the delivery of police services.

Goal 5 Key Performance Measure Tools

- Measure quantity of collaborative partnerships
- Number of citizen volunteer hours



Ordinance No. 1116

A and Exhibit B to the Grant of Easement (the "Grant of Easement") attached hereto and incorporated herein as Exhibit A; and

WHEREAS, based on the foregoing, the Corporate Authorities have determined that it is advisable, in the best interests of the Village and essential for the effective administration of Village government to authorize and approve the Grant of Easement;

NOW, THEREFORE, BE IT ORDAINED by the President and the Board of Trustees of the Village of Steger, Counties of Cook and Will, and the State of Illinois, as follows:

**ARTICLE I.
IN GENERAL**

SECTION 1: Incorporation Clause.

The Corporate Authorities hereby find that all of the recitals hereinbefore stated as contained in the preambles to this Ordinance are full, true and correct and do hereby, by reference, incorporate and make them part of this Ordinance as legislative findings.

SECTION 2: Purpose.

The purpose of this Ordinance is to authorize and approve the Grant of Easement and to further authorize the President or his designee to take all steps necessary to carry out the terms and intent of this Ordinance.

**ARTICLE II.
AUTHORIZATION**

SECTION 3: Authorization.

The President is hereby authorized to sign, execute and deliver the Grant of Easement with such insertions, omissions and changes as shall be approved by the President and the Attorney. The Village Board further authorizes and directs the President or his designee to enter into and approve any such agreements or other

EXHIBIT A

Via U. S. Postal Service, First Class Mail

January 22, 2016

Village of Steger
35 W. 34th St.
Steger, IL 60475

Re: Grant of Easement
Parcel No(s): 23-15-04-124-001

To Whom It May Concern:

Enclosed please find a proposed Grant of Easement (duplicate originals) which relates to the reinforcement of our existing electrical distribution system on your property, namely involving modification of facilities on your property. For the purposes of updating our records, we are requesting your permission to proceed with this project by signing the enclosed agreement.

Please review the enclosed agreement. If satisfactory to you, please authorize each respective document in the presence of a Notary Public and return two (2) originals to the undersigned in the FedEx envelope provided.

If you have any questions, please feel free to contact me 708-256-5064. Thank you in advance for your time and consideration.

With kind regards,



Mike Xenakis
Right-of-Way Agent
Environmental Resources Management, on behalf of ComEd

Cc: Doni Murphy, Environmental Resources Management

GRANT OF EASEMENT

The Grantor, **The Village of Steger, an Illinois Municipal Corporation**, in

consideration of the sum of Ten Dollars and other valuable consideration, receipt of which is hereby acknowledged, hereby give(s) and grant(s) to Grantee, **COMMONWEALTH EDISON COMPANY**, an Illinois Corporation, its licensees, successors and assigns, an easement to construct, operate, repair, maintain, modify, reconstruct, replace, supplement, relocate and remove, from time to time, poles, wires, cables, conduits, manholes, transformers, pedestals and other facilities used in connection with overhead and underground

transmission and distribution of electricity, sounds and signals, together with right of access to the same and the right, from time to time, to trim or remove trees, bushes and saplings and to clear all obstructions from the surface and subsurface as may be required incident to the grant herein given, in, over, under, across, along and upon the surface of property situated in **Section 4, Township 34 North, Range 14, East of the Third Principal Meridian, in Will County, Illinois, as described in "Exhibit A" attached hereto and made a part hereof and further described in Easement Exhibit "B" attached hereto and made a part hereof.** No structures or obstructions shall be placed over Grantee facilities or in, upon or over the Easement Area by Grantor without prior written consent of the Grantee. After installation of any facilities by Grantee, the grade of the property shall not be altered in a manner so as to interfere with the operation and maintenance thereof.

PROPERTY ADDRESS: Vacant Property @ Loverock Avenue & Vacated Hereford Drive, Steger, Illinois, 60475

P.I.N.: 23-15-04-124-001

The Grantor represents and warrants to the Grantee that Grantor is the true, lawful and sole owner of the Property and has full right and power to grant and convey the rights conveyed herein.

This instrument prepared by and when recorded, return to Bill French, 1701 Golf Rd., Suite 1-700, Rolling Meadows, Illinois 60008, on behalf of Commonwealth Edison Company.

Complete and Appropriate Acknowledgement on Following Page Hereof

For Individual Signatures

IN WITNESS WHEREOF, the Grantor(s), set(s) hand(s) and seal(s) hereto this _____ day of _____, 2016.

The Village of Steger, an Illinois
Municipal Corporation

By: _____
Signature

Printed Name: _____

As its: _____

If grantors are individuals, complete the following:

State Of _____
County Of _____

I, the undersigned, a Notary Public in and for the said County and State aforesaid, do hereby certify that **The Village of Steger, an Illinois Municipal Corporation**, by _____, as its _____, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed, sealed and delivered this instrument as his/her free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and NOTARIAL SEAL this _____ day of _____, 2016.

Notary Public

Exhibit "A"

THAT PART OF OUTLOT D IN KEENEYS PARK ADDITION TO COLUMBIA HEIGHTS, A SUBDIVISION OF THE NORTHWEST QUARTER OF SECTION 4, TOWNSHIP 34 NORTH, RANGE 14, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 31, 1893, IN PLAT BOOK 4, PAGES 92 AND 93, AS DOCUMENT NO. 174898, IN WILL COUNTY, ILLINOIS, LYING SOUTH OF THE CENTERLINE OF VACATED HEREFORD DRIVE EXTENDED WEST, IN LINCOLNSHIRE ESTATES UNIT NO. 6, BEING A SUBDIVISION OF PART OF THE EAST HALF OF SECTION 4, TOWNSHIP 34 NORTH, RANGE 14, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 4, 1928, AS DOCUMENT NO. 416791, IN WILL COUNTY, ILLINOIS.

PERMANENT TAX NUMBER: 23-15-04-124-001

Easement Exhibit "B"

THAT PART OF OUTLOT D IN KEENEYS PARK ADDITION TO COLUMBIA HEIGHTS, A SUBDIVISION OF THE NORTHWEST QUARTER OF SECTION 4, TOWNSHIP 34 NORTH, RANGE 14, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 31, 1893, IN PLAT BOOK 4, PAGES 92 AND 93, AS DOCUMENT NO. 174898, IN WILL COUNTY, ILLINOIS, LYING SOUTH OF THE CENTERLINE OF VACATED HEREFORD DRIVE EXTENDED WEST, IN LINCOLNSHIRE ESTATES UNIT NO. 6, BEING A SUBDIVISION OF PART OF THE EAST HALF OF SECTION 4, TOWNSHIP 34 NORTH, RANGE 14, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 4, 1928, AS DOCUMENT NO. 416791, IN WILL COUNTY, ILLINOIS, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE POINT OF INTERSECTION OF THE WEST LINE OF SAID OUTLOT D AND THE CENTERLINE OF VACATED HEREFORD DRIVE; THENCE SOUTH 01 DEGREES 03 MINUTES 35 SECONDS EAST, ALONG SAID WEST LINE, 3.88 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG THE LAST DESCRIBED COURSE , 5.00 FEET; THENCE SOUTH 89 DEGREES 13 MINUTES 03 SECONDS WEST, 28.50 FEET; THENCE NORTH 00 DEGREES 46 MINUTES 57 SECONDS WEST, 5.00 FEET; THENCE NORTH 89 DEGREES 13 MINUTES 03 SECONDS EAST, 28.48 FEET TO THE POINT OF BEGINNING.

AREA OF EASEMENT PREMISES = 142.4 SQUARE FEET



Village of Steger

DEPARTMENT OF POLICE

KEN BOEHM, *Chief of Police*

To; Village Board

From; Ken Boehm

Date; January 27th, 2016

Ref; Will County Sheriff's Warrants MOU

The Will County Sheriff's Office recently advised that they will be implementing a new warrant program in February 2016; in summary what this program involves is the Will County Sheriff's Office will be responsible to manage, serve and transport anyone arrested on a Will County warrant that resulted from a Steger Police Department arrest anywhere in the State of Illinois. This program is voluntary however there is a cost associated with participation per agency. The cost is pro-rated per agency size and volume of warrants issued resulting from arrests by that agency. Refer to the attachment that shows the budgetary breakdown provided by WCSO. The fee for the Village of Steger P.D. is \$2,994.94 per year.

I highly recommend that we participate in this program, primarily from a manpower and risk management perspective. Participation would eliminate the necessity for the police department staff to manage these warrants, prevent down time away from other duties serving and/or processing of these warrant arrests, and probably more importantly we will not be responsible to travel anywhere in the State of Illinois to pick-up and transport anyone arrested on these warrants, saving associated travel expenses, manpower issues and other risks. For example should a person be arrested on a Will County warrant in Springfield, IL we would be responsible to pick that person and transport them to the Will County Jail should we elect not to participate, and so forth and so on as it relates to other warrants. Over the last three years warrants issued resulting from Steger PD arrests averaged 8 per year.

I will be happy to answer any questions or concerns you may have.

Respectfully,

A handwritten signature in black ink, appearing to read 'Ken Boehm', written over a horizontal line.

Ken Boehm

Chief of Police

Pension	26.16%	\$ 9,701.44	\$ 38,805.74	
W/C &UN/E	2.00%	\$ 741.70	\$ 2,966.80	
Uniform Cleaning	1.35%	\$ 500.00	\$ 500.00	
Total		\$ 60,648.16	\$ 241,092.65	
Administrative Support				
Warrant Clerks		\$ -		
Sergeant		\$ -		
Deputy Correctional Officers		4	\$ 241,092.65	
Total Warrants Div Costs			\$ 241,092.65	
Number of Warrants	2012	2013	2014	Average
Beecher	2	4	3	3
Bolingbrook	83	93	87	87.66666667
Braidwood	5	16	6	9
Channahon	9	10	8	9
Crest Hill	12	14	10	12
Crete	12	28	19	19.66666667
Elwood	5	4	2	3.66666667
Frankfort	15	8	12	11.66666667
Homer Glen	0			0
Illinois State Police	89	76	71	78.66666667
Joliet	110	118	101	109.6666667
Joliet Junior College	4	1	0	1.66666667
Lemont	0	1	0	0.333333333
Lockport	11	8	12	10.33333333
Manhattan	4	1	1	2
Minooka	0			0
Mokena	8	12	3	7.66666667
Monee	13	11	5	9.66666667

Naperville	8	8	14	10
New Lenox	8	15	10	11
Orland Park	0			0
Park Forest	10	5	5	6.66666667
Peotone	2	6	4	4
Plainfield	31	41	28	33.33333333
Rockdale	1	2	3	2
Romeoville	28	28	50	35.33333333
Shorewood	18	10	8	12
Steger	8	12	4	8
Tinley Park	6	10	15	10.33333333
University Park	7	8	11	8.66666667
Will County Forest Preserve	0			0
Will County Sheriff	73	172	120	121.666667
Wilmington	11	3	2	5.33333333
Total	593	725	614	644
Percentage of Use 2014 - 2015	Average	Annual Cost		
Beecher	0.47%	\$ 1,123.10		
Bolingbrook	13.61%	\$ 32,819.55		
Braidwood	1.40%	\$ 3,369.31		
Channahon	1.40%	\$ 3,369.31		
Crest Hill	1.86%	\$ 4,492.41		
Crete	3.05%	\$ 7,362.56		
Elwood	0.57%	\$ 1,372.68		
Frankfort	1.81%	\$ 4,367.62		
Homer Glen	0.00%	\$ -		
Illinois State Police	12.22%	\$ 29,450.24		
Joliet	17.03%	\$ 41,055.63		
Joliet Junior College	0.26%	\$ 623.95		
Lemont	0.05%	\$ 124.79		
Lockport	1.60%	\$ 3,868.46		

Manhattan	0.31%	\$	748.73	
Minooka	0.00%	\$	-	
Mokena	1.19%	\$	2,870.15	
Monee	1.50%	\$	3,618.89	
Naperville	1.55%	\$	3,743.67	
New Lenox	1.71%	\$	4,118.04	
Orland Park	0.00%	\$	-	
Park Forest	1.04%	\$	2,495.78	
Peotone	0.62%	\$	1,497.47	
Plainfield	5.18%	\$	12,478.92	
Rockdale	0.31%	\$	748.73	
Romeoville	5.49%	\$	13,227.65	
Shorewood	1.86%	\$	4,492.41	
Steger	1.24%	\$	2,994.94	
Tinley Park	1.60%	\$	3,868.46	
University Park	1.35%	\$	3,244.52	
Will County Forest Preserve	0.00%	\$	-	
Will County Sheriff	18.89%	\$	45,548.04	
Wilmington	0.83%	\$	1,996.63	
Total	100.00%	\$	241,092.65	
Prepared 081415RA				
Revised				
Revised				



Deputy Chief Rick Ackerson
WILL COUNTY SHERIFF

Will County Special Operations
25 N. Ottawa Street
Joliet, Illinois 60432

Telephone: 815-724-1879
Email: rackerson@willcosheriff.org
Website: www.willcosheriff.org

The Will County Sheriff's Office will be starting the new warrant program in February 2106, those that have made the decision to contract with the Will County Sheriff's Office to continue to pick up warrants from outside agencies nothing will change going forward. Those that have decided not to contract with the Will County Sheriff's Office will begin receiving daily emails with their warrants which will then be that department's responsibility to maintain and enter into LEADS.

Attached you will find the MOU that was drafted by ASA Phil Mock of the Will County States Attorney's Office. On the MOU you will find the cost associated with contracting the Will County Sheriff's Office to continue to pick up warrants. The associated cost is what each department has previously received. Please review the MOU as well as having your respective city, village or town boards and counsel review it. If there are any concerns please let us know as soon as possible.

The date of payment listed on the MOU is March 1, 2016; however, we realize that everyone's fiscal budgets fall at different times. If your agency is unable to make this date and needs to wait until the new budget year please contact me so that we can discuss a change of the date on the MOU to indicate the date of payment. We are ready to hire the new personnel that the County Board has allowed us in order to get this program up and running.

We look forward to a continued relationship with each agency within Will County.

Respectfully,

Richard Ackerson
Will County Sheriff's Office
Deputy Chief Special Operations Division

AN INTERGOVERNMENTAL AGREEMENT
BETWEEN THE WILL COUNTY SHERIFF
AND THE **VILLAGE OF STEGER**

WHEREAS, the County of Will is unit of local government and a body corporate and politic (hereinafter sometimes referred to as "Will County") having a population of more than 600,000; and

WHEREAS, the Will County Sheriff is an elected official of Will County; and

WHEREAS, THE **VILLAGE OF STEGER** is a unit of local government, a municipality, body corporate and politic; and

WHEREAS, THE **VILLAGE OF STEGER** maintains a law enforcement agency (hereinafter sometimes referred to as "referenced originating law enforcement agency") other than the Will County Sheriff within Will County; and

WHEREAS, the Illinois Intergovernmental Cooperation Act (Illinois Compiled Statutes, Chapter 5, Section 220/1, et. seq.), authorizes municipalities to exercise jointly with any public agency of the State, including other units of local government, any power, privilege or authority which may be exercised by a unit of local government individually, and to enter into contracts for the performance of governmental services, activities and undertakings; and

WHEREAS, pursuant to 55 ILCS 5/3-6019: "Sheriffs shall serve and execute, within their respective counties, and return all warrants, process, orders and judgments of every description that may be legally directed or delivered to them. A sheriff of a county with a population of less than 1,000,000 may employ civilian personnel to serve process in civil matters. If an arrest warrant upon complaint under Section 107-9 of the Code of Criminal Procedure of 1963, or a warrant of arrest due to failure to appear under Section 107-12 of the Code, originated from a law enforcement agency other than the county sheriff's office, then the county sheriff of a county with a population of more than 600,000 may require that law enforcement agency to store and maintain the warrant. That law enforcement agency is responsible for entering the warrant into the Illinois Law Enforcement Agencies Data System (LEADS) and the National Crime Information Center Database (NCIC). The county sheriff may require the originating law enforcement agency to arrange for transportation of the wanted person to the county jail. Originating agencies may contract with the county sheriff or another law enforcement agency to store, maintain, and provide transportation of the wanted person to the county jail. Any law enforcement agency or regional dispatch center may act as holder of the warrant for an originating agency that has no telecommunications equipment."

WHEREAS, the Will County Sheriff has elected to require law enforcement agencies in Will County to store and maintain warrants originating from that law enforcement agency and for originating law enforcement agencies to provide transportation of the wanted person to the county jail; and

WHEREAS, the referenced originating law enforcement agency has decided to contract with the Will County Sheriff to store and maintain warrants originating from that law enforcement agency

and to provide transportation of wanted persons to the county jail and the Will County Sheriff has also agreed to contract to provide this function for the referenced originating law enforcement agency pursuant to the terms stated in this paragraph;

SECTION 1. The parties have agreed to the reasonable cost of **\$2,994.94 PER YEAR PAYABLE ON OR BEFORE MARCH 1 OF EACH YEAR** to be paid to the Will County Sheriff from the referenced originating law enforcement agency for the Will County Sheriff to store and maintain warrants originating from that law enforcement agency and to provide transportation of wanted persons to the county jail that are the responsibility of the referenced originating law enforcement agency; and

SECTION 2. The parties agree that the storing and maintaining warrants originating from that law enforcement agency and the transport of wanted persons to the county jail that are the responsibility of the referenced originating law enforcement agency shall be contracted to the Will County Sheriff at the above stated cost during the pendency of this agreement.

SECTION 3. Either party may cancel this agreement by providing written notification to the other party with ninety (90) days-notice. Furthermore this contract automatically terminates upon the end of the term of office of the Sheriff.

NOW THEREFORE, in consideration of the mutual promises contained herein, it is hereby agreed between the Will County, the Will County Sheriff and the referenced originating law enforcement agency that the preamble to this agreement is hereby incorporated herein as if fully set forth in this provision.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed in their respective corporate names by their respective officers hereunto duly authorized.

Will County Sheriff

Chief of Police

Date

Date

VILLAGE OF STEGER

35 W. 34th STREET • STEGER, ILLINOIS 60475

(708) 754-3395 • Fax: (708) 754-1913

www.VillageOfSteger.com

Board of Trustees

Ernie Lopez, Jr. • Tim Perchinski • Lenny Skrezyna

Michael Sarek • Ryan Buxton • William J. Joyce

KENNETH A. PETERSON, JR.

Village President

KPeterson@VillageOfSteger.org

Carmen S. Recupito, Jr.

Village Clerk

CRecupito@VillageOfSteger.org

Michael Tilton

Village Administrator

MTilton@VillageOfSteger.org

January 29, 2016

Mayor Peterson
Board of Trustees

Attached is a request from Police Chief Ken Boehm requesting the addition of a Community Service Officer for the village. Chief Boehm and I have had several discussions regarding this position. This position will be a valuable asset to both the police department and to the village.

With manpower issues and unknown injuries that may occur, this position is needed even more due to staffing. As Chief noted in his memo, there are many tasks that have to be done within the police department that take police officers off the street, leaving a void on the patrol of the village. With the issue of 911 consolidation happening in the near future, the need grows to a higher level. Currently, documents can be dropped off to Eastcom located in Crete. When Eastcom moves to Will County on Laraway Road as proposed, that issue will generate more time off the village's streets for police patrol.

This item will have a yearly impact cost not to exceed \$30,000.00. The village's part-time patrol officers have decreased significantly due to part-time becoming full-time officers and resignations. This function previously at times were conducted by part-time officers, which is no longer a viable option without taking them out of patrol. The CSO can also assist in other capabilities within the police department and village including school crossings.

Recommendation: Approve the funding and position for a Part-time Community Service Officer.

Respectfully submitted,



Michael Tilton
Village Administrator

Cc: Village Clerk

"Where Progress is a Fact, Not A Promise"



Village of Steger

DEPARTMENT OF POLICE

KEN BOEHM, *Chief of Police*

To; Village Board
From; Ken Boehm, Chief of Police
Date; January 28th, 2016
Ref; Community Service Officer Position

I am requesting the creation of a Community Service Officer (CSO) position within the Police Department. This would be a civilian, (non-sworn) part-time less than 30 hours per week position. Primarily scheduled hours would be during the day shift Monday through Friday for about six (6) hours per day. I would recommend a salary range of \$13.00 to \$16.00 an hour depending on qualifications. I have included as part of this memorandum the specific CSO Job Description.

The rationale for the creation of this position is that currently the police department is utilizing Patrol Officers and/or Sergeants to handle errands that are directly taking them away from their patrol duties and impacting manpower levels which are reducing the number of officers immediately able to respond to calls for service. In some instances this is also requiring that over time be paid to officers in order to handle these errands and/or manpower shortages on the street. For example; Officers are frequently being required to transport paperwork, (criminal complaints, etc.) to either the Cook County Courts in Markham and/or 26th & California in Chicago and/or to the Will County Courts in Joliet during the day shift. As you know neither of these locations are conveniently located therefore remove the officers for hours at a time. Other benefits of the CSO position would include performing non-essential services that do not require a sworn police officer, i.e. wild animal calls, vehicle lockouts, mail runs to/from the Village Hall, traffic control, non criminal reporting, etc. In addition to responsibilities that would be assigned internally, i.e. Property and Evidence Control, Vehicle/Building Maintenance, and other duties as needed. The CSO position would also have the authority to issue parking tickets, therefore would also be expected to patrol businesses/neighborhoods and be expected to meet certain performance measures that should impact revenues received from parking tickets.

Many other departments currently utilize the CSO position which directly supplements manpower and provides services in a more cost effective manner. Should the Board approve this position, it will be consistently evaluated to ensure full benefit to the Village and the Department. A common core practice is to keep officers on the street, to be visible in the community and available to handle calls for service quickly and professionally, all the while being fiscally responsible.

I will be happy to answer any questions or concerns you may have.

Respectfully submitted.

A handwritten signature in black ink, appearing to be "K. Boehm", written over a horizontal line.



CONTRACT

This agreement made January 24, 2016 is entered into by and between, **Village Of Steger**, hereinafter referred to as "Purchaser" and **FM Entertainment, Inc.**, hereinafter referred to as "Production", under the following conditions and terms:

1. **Date of Event:** July 8, 9, 10, 2016
Set Up, Load in Day: July 6 or 7
Load Out: July 11
2. **Event:** Steger Days
3. **Location of engagement:** Veterans Park
4. 3501 Hopkins Avenue, Steger, Illinois 60475
5. **Term:** January 24, 2016 til July 15, 2016
6. **Person(s) making Production and performance arrangements:** Frank Mastalerz / FM Entertainment, Inc.
7. **Person(s) representing Purchaser and insuring event payment :** Village of Steger (36-6006111) 3320 Lewis Ave., Steger IL 60475 / 708-754-3395
8. **Wages agreed upon:** \$25,000 for Production to supply Stage (SL 250 hydraulic), Sound (EV Line Array) and Lighting (24 LED washes, 12 movers), sound techs, lighting techs, 4 labor hands from load in day through load out at the completion of the event. 1 generator for sound and lighting. No additional costs will be incurred by Purchaser for staging and related equipment, and Production represents and warrants that the aforesaid equipment is sufficient for the Event.

This wage does not include any rider requirements that an artist may request or mandate as part of their performance contract.

Purchaser agrees to pay Production a fee of 10% of each artist performance guarantee for securing talent on Purchaser's behalf. Example: Artist fee of \$10,000 x 10% = \$1,000 to be paid to Production.

Any artist fees will be presented to and signed off on by Purchaser before Production will send an offer and or confirm any act.

If Production and Purchaser do not agree upon the artists to perform, Production will still be responsible for all items set forth in the first paragraph of this Section 8 for the fee set forth therein.

9. Additional Provisions:

Once an artist is confirmed by Production, Purchaser will send by bank wire the full artist deposit to the contracted agent plus a 10% Talent Buying fee to Production. No artist shall be considered confirmed until a written confirmation has been sent to Purchaser by Production and they cannot be advertised as such until then. The remaining balance to every artist guarantee will be paid to that artist the day of each performance unless otherwise depicted in each artist contract. Artist payments will be in the form of cash or cashiers check only.

Purchaser agrees to pay and is solely responsible for 100% of all agreed upon artist guarantees, production needs and provisions as depicted in the artist contracts secured by Production. Purchaser agrees to fulfill all negotiated rider requirements including and not limited to sound, lighting, staging, advertising, hospitality / catering, lodging and security. In regards to any artist lodging, hotel rooms or ground transportation, Purchaser shall show proof of such payment 4 weeks prior to artist arrival.

If Purchaser cancels a show(s) for any reason, Purchaser is responsible for 100% of all contracted obligations to that show, Production and Artist. If Purchaser cancels this agreement for any reason at any time, Purchaser will be solely liable and responsible for all penalties and fees associated with each artist as specified within each individual contract as it pertains to a cancellation.

Production will be paid by Purchaser the full 10% talent buying fee for all talent that is secured by Production in the event of a cancellation or breach of any kind. All fees must be paid within specified time frames as depicted in this contract, failure to adhere to contract can result in artist cancellation of show.

Purchaser will provide and pay for venue staff including but not limited to box office, ushers, security, ticket takers, electricians, EMTs, law enforcement officers, runners, transports and hospitality. Production can furnish runners, transports and catering for an additional fee at Purchasers request.

Purchaser will provide and pay for all advertising and marketing. Notwithstanding the foregoing, Production agrees to advertise all artists secured for the Event on Production's website.

Purchaser will provide and pay for a secure ticketing system and provide weekly ticket counts to Production for all confirmed shows.

****FM Entertainment bears no responsibilities in fulfilling any of the above mentioned monetary requirements pertaining to this contract or its artists, except as set forth above. FM Entertainment must be named additionally insured on Purchasers event insurance policy.*

10. A signed contract is deemed to be a verification of an agreement by Purchaser.
11. Purchaser hereby assumes responsibility for his guests, customers, and staff, and agrees to maintain conditions that will not inhibit the performance of Artist, nor cause loss, injury, or damage to Artist or Artist's equipment.
12. Purchaser or authorized representative thereof signing this contract acknowledges his or her authority to do so and hereby assume all liability for the terms and conditions stated herein.
13. Purchaser may not cancel or change this agreement without written authorization from Production, an unauthorized change or cancellation by Purchaser shall be considered breach of contract, unless the Event is not approved by Purchaser no less than 90 days prior to the start of the Event.
14. Should Purchaser breach this contract, contract shall be accelerated to the date of breach, penalty and or fees shall come due and payable in full as of the date of breach. Purchaser shall be liable for and pay to Production the fees and or penalty's depicted in item number 8 & 9 above, as well as all monies owed to artist guarantees, all show and production costs and any other associated costs due in partial or in full relating to such show secured by Production.
15. Production agrees to furnish services subject to the conditions herein.
16. Production shall not be held responsible for any accidents or incidents resulting in injury to performers, purchaser, staff, crew or patrons involved, attending, or working the above said performance, unless such accident, incident, or injury arises out of or relates to the acts and/or omissions of Production or Production's agents.
17. NO PARTNERSHIP : The parties hereto are acting as independent contractors, and this Agreement shall not create a partnership, joint venture, agency or employment relationship between the parties.
18. This contract shall be governed and construed in accordance with the laws of the State of Illinois. If any provision of this contract is held to be invalid or not enforceable under the law, the other provisions will, nevertheless, continue in full force and effect.

I have read and understand the contract above and agree to payment, terms and conditions as it applies to the mentioned event involving production, talent buying , artist contracts& fees, and any other involvement byFM Entertainment on my behalf or for any party I may so represent .

Company Name

Company FEIN #

Address

Signatory Name

Title

Purchaser

Date

FM Entertainment

Date